



NATIONAL HEADQUARTERS  
CIVIL AIR PATROL ♦ CADET PROGRAMS  
UNITED STATES AIR FORCE AUXILIARY  
105 SOUTH HANSELL STREET  
MAXWELL AIR FORCE BASE, ALABAMA 36112-6332

April 2, 2001

## MEMORANDUM FOR ALL COMMANDERS

FROM: HQ CAP/CP

SUBJECT: Changes to the Cadet Orientation Flight Program

1. Our National Board voted in February to make some changes to the cadet orientation flight program. Attached are the revised CAPF 7, *Cadet Orientation Flight Consolidation Report*, and the new CAPF 7T, *Tow Flight Consolidation Report*, which are the first steps in the program change. You may make as many copies of these two forms as you need.
2. An earlier National Board voted that all form changes would have a 90-day transition period, so you are allowed to continue to use the older CAPF 7 (dated Nov 96) until 30 June. On 1 July, only the attached CAPF 7 will be authorized. On this date, National Headquarters will return to the wing any CAPFs 7 that are not this revised version. You can begin to use the revised CAPF 7 and the new CAPF 7T immediately.
3. The National Board places great importance on the accountability of our national funds. For this reason, the revised CAPFs 7 and the new CAPF 7T will need to be sent to your wing headquarters for approval. This is the second step in the program change. Effective 1 July, National Headquarters will return to your wing any CAPFs 7 or CAPFs 7T that do not include the wing's authorized signature. National Headquarters will continue to send your wing all cadet orientation flight reimbursements for final distribution.
4. The third step in revising the cadet orientation flight program is changing the reimbursement rates. The National Board has approved changing the reimbursement rates for cadet orientation flights to the published hourly rates found in CAPR 173-3, *Payments for Civil Air Patrol Support*. This regulation will reflect reimbursement rates for all aircraft, both ground and air tows, as well as the reimbursement rates to offset the maintenance costs of gliders. National Headquarters will also reimburse the ferrying time. Some limitations will apply; see the revised CAPR 173-3 for details. The revised rates will take effect upon the next publication of, or change to, CAPR 173-3 (anticipated to be 1 July).
5. Since the reimbursement rate will be the published hourly rate, we encourage placing cadets in the back seat of powered aircraft as weight & balance permits. Back seat rides, while tracked, will not count as one of the cadet's orientation flights. However, data on the back seat rides will be made available to the wings and regions for their purposes, to include consideration for the annual Squadron

of Merit and Squadron of Distinction awards. Naturally, cadets must be current members in order to fly either front or back seat orientation flights.

6. The *Cadet Orientation Flight Syllabus*, CAPF 77, is also changing (CAPF 77 will change to CAPP 52-7 on 1 July, as well). This is step four of the program revision. This revised syllabus, due out 1 July, will include five powered orientation flights and five glider orientation flights. The revised syllabus, CAPP 52-7, will make use of the new *Aerospace Dimensions* cadet modules.

7. All currently recorded cadet orientation flights will be reset on 1 July. Therefore, every cadet will have the opportunity to fly up to five reimbursed powered and up to five reimbursed glider orientation flights regardless of previous credit!

8. If you have any questions about the cadet orientation flight program, Karen Katchka (cpa@capnhq.gov or 334.953.5315), Rob Smith (cpc@capnhq.gov or 334.953.5309), or anyone else in the Cadet Programs Directorate can help. Thank you for your assistance in implementing the revisions to our outstanding cadet orientation flight program.

  
WILLIAM R. BEAN, Col, USAF (Ret)  
Director

Attachments:

CAPF 7

CAPF 7T

cc:

CAP/CC/CV/CS/NLO/NFO/NC/IG

HQ CAP/EX/All Directors

CAP-USAF/CC/CV/XO/ET

**Key Date: 1 July 2001.**

Step 1: Revise CAPF 7.

Step 2: Revised CAPF 7 sent to the wing headquarters for approval.

Step 3: Change the CAPR 173-3 reimbursement rates.

Step 4: Revise the *Cadet Orientation Flight Syllabus* (CAPP 52-7).